

UCLA Communications Technology Services EMERGENCY TELEPHONE STICKERS

- Every telephone at UCLA should have an up-to-date emergency sticker. The stickers include dialing instructions to reach emergency support as well as the UCLA Emergency Information Line Telephone number. Stickers can be obtained from the CTS Storeroom Coordinator by calling **60006** or **114**.

Telephone Emergency Sticker Placement Instructions

- Check the sticker illustrations to determine which one is correct for individual telephone in your department.

CAMPUS



Place on campus telephones
with **825, 794, 267,**
and **206** prefixes.

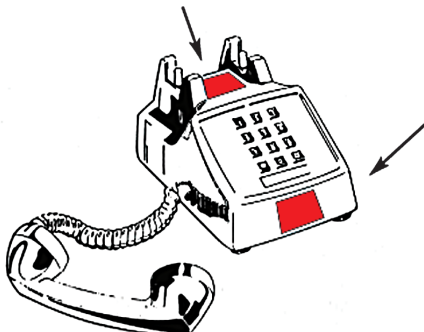
ECS (off-campus)



Place on ECS (off campus)
telephones with the
794, 441, 312 prefixes.

- Place the new sticker in the appropriate location, as shown on the telephone diagrams. You may place the new sticker on top of an existing sticker, if necessary.

Place sticker under handset or on front of set



Regular (1A) Telephone Set

Place sticker under handset earpiece or on top of handset



Norstar or EBS Telephone Set

Questions?

- If you need additional emergency stickers, please send your email request to customerservice@cts.ucla.edu. If you have questions or need more information, please contact your CTS Project Manager or call CTS Customer Service at **53775**.